

Portfolio Management Service Closure form

Investor details

Investor surname or company name

Investor given name

Joint investor surname

Joint investor given name

Account name

Account number

Section 1: Treatment of assets

Wholesale managed funds (select one only)

- I would like AET to sell my Wholesale Access Fund assets. Please complete Sections 4, 6, 7 and 8 **or**
- I would like AET to transfer my Wholesale Access Funds to another institution. Please complete Sections 3, 4, 5, 6, 7 and 8.

Retail managed funds (including shares in unlisted companies) (select one only)

- I would like AET to sell my retail managed funds. Please complete Sections 4, 6, 7 and 8 **or**
 Note: you need to provide us with individually signed original redemption instructions for each retail managed fund and we will process the request. All redemption proceeds will be paid to your AET cash account.
- I will organise for the retail managed funds to be transferred to another party and/or change the address and banking details. Please complete Sections 2, 4, 5, 6, 7 and 8.
 Note: final balance of account will not be paid until confirmation of these changes has been received by us from the fund manager.

ASX listed shares (select one only)

- I want to sell my ASX listed shares (sale contract note to settle via AET). Please complete Sections 4, 6, 7 and 8 **or**
 Note: you need to instruct your financial adviser or broker to place the sell order(s) as we cannot place these trades for you.
- I will organise for the ASX listed stock to be transferred to another party and/or change the address and banking details. Please complete Sections 2, 4, 5, 6, 7 and 8.
 Note: final balance of account will not be paid until confirmation of these changes has been received by us from the registry.

Portfolio Management Service
Closure form

Section 2: Registration details for ASX listed and retail assets

Note: We require this information in order to confirm the change of address or transfer has occurred. We cannot organise these changes on your behalf.

Registered (postal) address

Suburb

State

Postcode

If assets are held under Broker sponsorship – please provide name and contact details of Broker

Contact telephone number

Section 3: Transfer of Wholesale Access Funds only

If you wish to transfer investments in the Wholesale Access Fund, please provide the following information:

Investor account name with institution administration is transferring to

Name of institution

Registered (postal) address of institution

Suburb

State

Postcode

Section 4: Payment instructions

The closure proceeds and any income received by us after closure will be forwarded to the account you nominate below.

Account name

Name of financial institution

Branch name

Branch (BSB) number

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Account number

Portfolio Management Service Closure form

Section 6: Adviser details

Note: All closure paperwork and any future documents received by us after closure will be sent to the adviser listed below.

Adviser name

Registered (postal) address

Suburb

State

Postcode

Section 7: Reason for closure

To assist us in improving our services, please indicate the reason for closing this account.

Section 8: Investor declaration and signature

I understand that once a closure form is submitted to Australian Executor Trustees, all trading, interim payments and withdrawals on my account will cease. For asset transfers, where Australian Executor Trustees cannot process my request due to insufficient information, my request will be suspended until such time as I provide all required information.

Investor/director signature

Date

 / /

Joint investor signature

Date

 / /

Please return to Australian Executor Trustees Limited by:

Fax 1800 781 166
Email forms@aetlimited.com.au
or Post Australian Executor Trustees Limited
 Administration Services
 GPO Box 546
 Adelaide SA 5001

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